

# RIVERSIDE COUNTY LABOR MARKET INFORMATION STUDY 1995

A PRODUCT OF THE  
  
CALIFORNIA COOPERATIVE OCCUPATIONAL INFORMATION  
SYSTEM

SPONSORED BY THE  
  
RIVERSIDE COUNTY WORKFORCE DEVELOPMENT BOARD  
  
THE STATE OF CALIFORNIA EMPLOYMENT DEVELOPMENT  
DEPARTMENT  
AND  
THE CALIFORNIA OCCUPATIONAL INFORMATION  
COORDINATING COMMITTEE

1995

FOR MORE INFORMATION CONTACT:

RIVERSIDE COUNTY ECONOMIC DEVELOPMENT AGENCY  
1151 SPRUCE STREET  
RIVERSIDE, CA 92507  
(909) 275-3100

CALIFORNIA COOPERATIVE  
OCCUPATIONAL INFORMATION  
SYSTEM  
"CCOIS"

RIVERSIDE COUNTY ECONOMIC  
DEVELOPMENT AGENCY  
WORKFORCE DEVELOPMENT BOARD

Debra Johnson, WDB Chairperson

Maureen J. Martinez, Deputy Director

**PROJECT STAFF**

Javier R. Rodriguez, Coordinator

Mark R. Davis, Survey Technician

# ACKNOWLEDGMENTS

## STATE OF CALIFORNIA, EMPLOYMENT DEVELOPMENT DEPARTMENT, LABOR MARKET INFORMATION DIVISION STAFF

Beverly Odom, Research Analyst

Jerry Shea, Labor Market Analyst for Riverside County

and all the other LMID staff that provided products and technical assistance.

## EMPLOYERS

The employers who took their valuable time to answer  
over 500 occupation surveys.

## **TABLE OF CONTENTS**

I. INTRODUCTION

II. - III. TYPE OF OCCUPATIONAL INFORMATION PROVIDED

IV - V. PROJECT METHODOLOGY

### **ALPHABETICAL LIST OF SURVEY OCCUPATIONS**

<b>OCCUPATION</b>	<b>PAGE NUMBER</b>
Accountants and Auditors	6
Automotive Mechanics	7
Bookkeeping, Accounting and Auditing Clerks, including Bookkeepers	8
Carpenters	9
Cashiers	10
Child Care Workers	11
Combined Food Preparation and Service Workers	12
Computer Programmers including Aides	13
Cooks - Restaurant	14
Dental Assistants	15
Electrical and Electronic Engineers	16
Gardeners, Groundskeepers - except Farm	17
General Office Clerks	18
Instructional Aides	19
Janitors and Cleaners - except Maids and Housekeeping Cleaners	20
Maintenance Repairers - General Utility	21
Medical Assistants	22
Medical Records Technicians	23
Nurses Aides, Orderlies, Attendants	24
Plumbers, Pipefitters, and Steamfitters	25
Receptionist and Information Clerks	26
Registered Nurses	27
Respiratory Care Practitioners	28
Teachers - Elementary School	29
Waiters and Waitresses	30

# INTRODUCTION

The labor market information presented in this report was collected through the cooperative effort of the California Employment Development Department (EDD) and the Riverside County Workforce Development Board (WDB) as part of the California Cooperative Occupational Information System (CCOIS) program.

The goal in gathering labor market information (LMI) is to match the labor needs of employers with the skills of job seekers and to provide occupational information to firms who require classification of wage scales and employment trends for economic development purposes. The LMI program helps to accomplish these tasks by providing, specific, localized and current information that can be used by local users, including employers, trainers, educators, economic development organizations and job seekers to make more informed training and labor market decisions.

**Career Decisions:** Career counselors and job seekers can make informed occupational choices based on skills, abilities, interests, education and personal needs. The localized information is easy to read and includes employer requirements and preferences, wages, labor demand and sources of employment and training.

**Program Planning:** This report provides local planners and administrators with employment, training, and placement data, as well as occupational size and expected growth rates. Program planners can use this data to evaluate, improve and eliminate programs or to plan new programs.

**Curriculum Design:** Training providers can assess and update their curriculum based on current employer needs and projected trends, as indicated in this report.

**Economic Development:** Local government agencies and economic development organizations will find information on the labor pool, such as occupation size, expected growth rates and wages, useful in determining the potential for business growth and development in Riverside County.

**Training Providers:** Training providers can effectively market their programs by informing students, employers, and others that the opportunities for job placement are greater because their training programs are developed using reliable local occupational data.

**Human Resource Management:** Small business owners and large corporate human resource directors alike can use this report to help determine competitive wages and benefits, improve their recruitment methods and assess the availability for qualified workers for business relocation or expansion purposes.

This report is intended to be used as a reference with which to base these and other decisions. Each program year, the Workforce Development Board (WDB) selects 25 occupations meeting, criteria defined jointly by the EDD and the WDB. The WDB works with the EDD to gather information on occupations, analyze and disseminate results.

The continuing nature of the program enables Riverside County to acquire current, detailed and accurate data on a large number of occupations particularly for local needs. The coordination of the program at the State level facilitates the integration of this data for statewide use. In addition, the information provided by the CCOIS program meets requirements of federal and state legislation, including:

**The Job Training Partnership Act (JTPA), Greater Avenues for Independence (GAIN), California's Family Economic Security Act (FESA), California Education Code (ROC/P and Community Colleges), Wagner-Peyser Act, Carl D. Perkins Vocational Education Act (V-EA), Family Support Act**

## TYPE OF OCCUPATIONAL INFORMATION PROVIDED

The occupational assessments which follow contain several different items of information of potential use to the readers of this report. Below is a discussion of key terms used in the assessments and several guidelines for interpretancy results. The terms and guidelines used are standard for all SDAs participating in the CCOIS program, lending, consistency to area comparisons.

### OCCUPATIONAL TITLE AND JOB DESCRIPTION

A description of the occupation surveyed consists of the types of skills needed and equipment used in the performance of the most general types of duties of the occupation. The occupational titles and definitions are taken directly from the Occupational Employment Statistics (OES) occupational classification system.

### DOT CODE

The Dictionary of Occupational Titles (DOT) uses a more detailed classification system than does the OES system. However, each OES defined occupation can be matched to a number of related DOT defined occupations. This section includes some of the more sizable DOT occupations associated with OES occupations.

### WAGES/BENEFITS

Wages are reported in rates per hour, week, and monthly salaries. Extreme wage responses, not representative of most employers, are omitted. The ranges are representative of what employers reported. Wages for occupations studied in 1995 have an additional table that is representative of the employees in the sample, i.e., the wages are weighted by employees. Instances in which union and non-union wages differ are noted. Results, including, the range and the median, are reported for three occupation levels defined as follows:

<b>New hires, not experienced:</b>	Person trained or otherwise qualified, but with no paid experience in the occupation.
<b>Experienced, new to firm:</b>	Experienced persons, or persons at the journey level (if applicable) but just starting, with the firm.
<b>3 + years with firm, experienced:</b>	Persons at the journey level (if applicable) or at least three years of experience with the employer in the occupation.

Wage reports for the "3 + years with firm, experienced" category frequently vary more widely than for the "Entry" and "Experienced, new to **firm**" categories, reflecting, the substantially wider range in years of experience of employees in this category (3 to 20 years or more), while employees in the other categories have no experience in the firm.

### Benefits

Benefits were provided principally from employer survey results. These ratios and figures are tabulated by the overall information of employers responding to the benefits questions from the survey as opposed to the total number of employers sampled.

### EMPLOYMENT TRENDS

The Employment Trends section exhibits information relevant to Size and Employment Trends for an occupation. The information provided in this section is derived from the EDD's occupational projections and employer surveys from Riverside County.

## EMPLOYMENT TRENDS (CONTINUED)

**Occupational Size** refers to the number of persons employed in an occupation relative to the total non-agricultural employment of the County. The following terms are used to characterize occupational size.

<b>Small:</b>	<b>Less than 552 employed,</b> less than .15 percent of total employment.
<b>Medium:</b>	<b>Between 552 and 1102 employed,</b> between .16 to .30 percent of total employment.
<b>Large:</b>	<b>Between 1103 and 2390 employed,</b> between .31 to .65 percent of total employment.
<b>Very Large:</b>	<b>Over 2391 employed, .66</b> or more percent of total employment.

**Occupational Growth** is an overview of trends in Job opportunities in relation to overall employment growth for the county. These rates consider such factors as separations from the labor market, turnover and Job growth. The following, terms are applied to the occupational growth rates of this county.

<b>Much faster than average:</b>	1.50 times average or more
<b>Faster than average:</b>	1. 10 to but not including 1.50 times average
<b>Average:</b>	.90 to but not including 1.10 times average
<b>Slower than average:</b>	less than .90 times average

### Supply/Demand Assessments

Supply/Demand refers to the relative difficulty the employers surveyed believe they would experience in hiring both inexperienced and experienced workers who meet their hiring standards. From the job seekers' perspective, it also refers to the relative level of opportunity (competitiveness) for the applicant who is or would like to become part of this job market.

The following, terms are used in assessing employer hiring and employee outlook and when interpreting the graphic display of these results.

<b>Very Difficult:</b>	Employer demand is considerably greater than supply of qualified applicants. Employers often cannot find qualified applicants when an opening exists. However, good opportunities exist for those applicants who are qualified.
<b>Some Difficulty:</b>	The employer demand for and supply of qualified applicants are generally in balance, but employers may have difficulty finding, qualified applicants at times.
<b>A Little Difficult:</b>	The supply of qualified workers is somewhat larger than demand for qualified applicants. Employers will rarely experience difficulties finding qualified applicants; applicants may experience competition in job seeking.

## EXPERIENCE AND OTHER REQUIREMENTS

### Education & Training

This section presents results of the training, experience and educational levels the employers surveyed want in the employees they hire.

### General Skills

The job qualifications and work skills information in this section should be Interpreted with care. In many cases, the skills listed represent relatively broad "skill areas", e.g., the "ability to use a computer terminal." In such cases, the specific skills or skill clusters are not specified, and results should be interpreted as representing the areas of competence employers perceive to be important rather than more detailed "job specific competencies for job entry." However, the user interested in identifying the specific skills and qualifications needed for job entry should find these results useful in narrowing the focus of further inquiry.

# PROJECT METHODOLOGY

## OCCUPATIONAL FORECASTS

LMID developed Occupational Forecast Tables specifically for Riverside County Economic Development Agency (EDA). These tables provided 1992 employment by occupation, projected seven-year -growth and separation figures for occupations in Riverside County in which there was employment of 50 or more. Occupational distribution by industry was also provided.

These tables contain information on over 400 occupations which was generated using State Unemployment Insurance records of Riverside County businesses. Additionally data from a federally financed Occupational Employment Statistics (OES) survey of occupational distribution within industries, identified according to Standard Industrial Classification (SIC) titles were all used.

## OCCUPATIONAL SELECTION CRITERIA

A preliminary list of occupations was developed. This list was reviewed by representatives of community-based vocational training, programs, educational institutions, organized labor, economic development organizations and the Riverside County Economic Development Agency (EDA). Based upon the input of these organizations, some occupations were eliminated, and others were added.

Riverside County EDA applied the following,, criteria to narrow the list of possible occupations for the survey to 25:

The occupation had to have a substantial employment base in the county;

There had to be a substantial number of projected job openings in the county;

The occupation had to appear to have present and future occupational growth;

The occupation had to appear to have substantial potential for earning capacity;

The training time required for the occupation had to be two years or less, allowing for some exceptions based on the strength of the other criteria;

If there has been some fluctuation in the labor market, or if an emerging technology is thought to be impacting, the skill requirements, an occupation could be included.

After the list of 25 occupations was finalized, each occupation was clearly defined and the appropriate OES/DOT title was assigned.

## SURVEY SAMPLE SELECTION

After the occupations were selected, defined, and the appropriate OES/DOT titles assigned, LMID developed an employer sample for each occupation. One consideration in drawing up the employer sample was the pattern of distribution of industries in which the occupation could be found. Industries are classified by the Standard Industrial Classification manual. There are nine major industry groups, such as agriculture, construction, manufacturing, and retail trade.

LMID staff, using detailed databases on employers and occupational staffing within industries, chose a representative sample of employers for each of the occupations. For example, a medical assistant would generally work for a firm, classified in the health services category, whereas a word processor may be scattered across several industries - health services, retail trade, manufacturing, etc.



### **SURVEY SAMPLE SELECTION (CONTINUED)**

This was considered for each occupation when establishing the sample of employers that would receive questionnaires. If 20% of Riverside County workers in an occupation were found in a specific industry, then 20% of the sample was drawn from that industry.

The sample was carefully reviewed, and employers were called to verify company name and address, confirm the existence of the occupation at the company and obtain the name of a contact person. Employers were added or deleted as appropriate. The final sample included up to 30 employers for each occupation.

### **QUESTIONNAIRE DEVELOPMENT**

EDD developed a standard two-page questionnaire for the 25 occupations. the questionnaires were mailed in two releases in June, 1995.

### **SURVEY PROCEDURES**

After the mailing, all employers who did not return a completed questionnaire by the designated deadline received a follow-up phone call. Employers were given the opportunity to respond to the questionnaire over the phone, or to return it by FAX or mail. Additional employers were added to the original sample as necessary to ensure meeting a 50% response rate and to survey 40% of the sample's projected employment size.

All surveys were reviewed for accuracy of the data, and employers were recontacted if answers were missing, unclear, or conflicted with other answers. In addition to contacting employers, the EDA staff contacted labor unions, employment agencies, training providers, etc., to learn more about specific occupations.

### **TABULATION AND RESULTS**

The survey responses were entered into a data base, and tabulations were prepared by LMID staff. From these tabulations, the data were analyzed, and the final occupational summary report were prepared by EDA staff. Each occupational table provides information on skills, training and hiring requirements, the size of the occupation, the growth rate expected, supply and demand assessment, principal employing industries and other information. Specific employer information is confidential and cannot be released.

# ACCOUNTANTS & AUDITORS

OES CODE: 211140

20 FIRMS RESPONDING

DOT: 160.162-018  
DOT: 160.167-054

TITLE: ACCOUNTANT  
TITLE: AUDITOR

DOT: 160.162-018  
DOT: 160.162-026

TITLE: ACCOUNTANT, BUDGET  
TITLE: ACCOUNTANT, COST

## DESCRIPTION

Accountants and Auditors examine, analyze, and interpret accounting records for the purpose of giving advice or preparing statements and installing or advising on systems of recording costs or other financial and budgetary data.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 7.00 - 17.26	\$12.47
Experienced/New to Firm:	\$10.00 - 21.58	\$15.34
3 + Yrs Experience with Firm:	\$13.81 - 26.37	\$19.18

Most employers report 40 hour work weeks.

		F/T	P/T
B	Medical Insurance	90%	0%
E	Dental Insurance	62%	0%
N	Vision Insurance	24%	5%
E	Life Insurance	86%	0%
F	Paid Sick Leave	86%	10%
I	Paid Vacation	90%	10%
T	Retirement Plan	52%	0%
S	Child Care	24%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

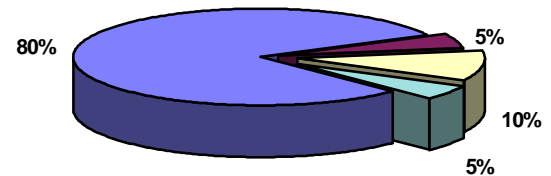
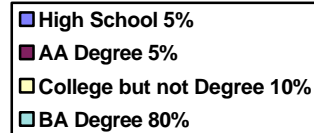
Size: Large (1490-2110)  
Growth Rating: Faster Than Average (1.45)  
Job Openings: 1030

### SUPPLY/DEMAND ASSESSMENTS

Many employers report it is somewhat difficult finding experienced applicants who meet their hiring qualifications, but not difficult finding inexperienced applicants. During the past year most employers reported that employment in the occupation remained stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING



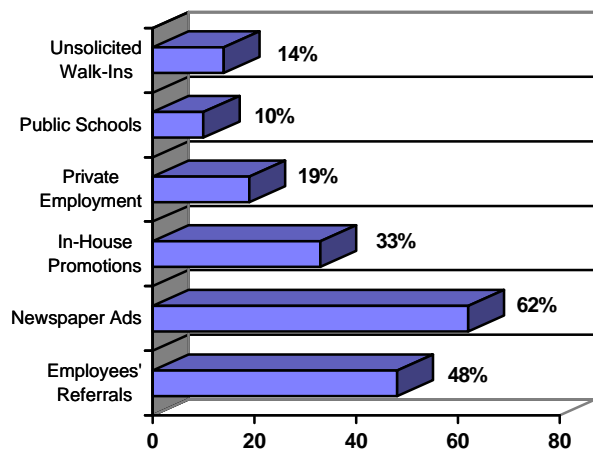
### EXPERIENCE & OTHER REQUIREMENTS

Many employers always require 12 to 36 months of prior experience in the occupation, and sometimes will accept training as a substitute for work experience.

### GENERAL SKILLS

Financial planning skills, ability to use accounting software, bondable, Certified Public Accountant (CPA), computer literate, verbal presentation skills, ability to write effectively, problem solving skills, customer service skills, ability to work under pressure.

## RECRUITMENT



# AUTOMOTIVE MECHANICS

OES CODE: 853020

20 FIRMS RESPONDING

DOT: 620.281-010 TITLE: AIR COND. MECHANIC  
DOT: 825.381-014 TITLE: AUTO. WIND. SEAT. TOP LIFT

DOT: 620.261-010 TITLE: AUTO. MECHANIC  
DOT: 806.684-038 TITLE: AUTO. ACCESS INSTALL.

## DESCRIPTION

Automotive Mechanics adjust, repair, and overhaul automotive vehicles. They may be designated according to specialties, such as Brake Repairers, Transmission Mechanics, or Front-end Mechanics. Please do not include Auto Body Repairers, Bus and Truck Mechanics, Diesel Engine Specialists, and Electrical Systems Specialists.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 4.25 - 11.99	\$ 7.00
Experienced/New to Firm:	\$ 5.50 - 18.22	\$11.03
3 + Yrs Experience with Firm:	\$ 6.50 - 28.77	\$15.58

A few employers provide tips or commissions.

Most employers report 40 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	94%	0%
E	Dental Insurance	76%	0%
N	Vision Insurance	71%	0%
E	Life Insurance	82%	0%
F	Paid Sick Leave	29%	0%
I	Paid Vacation	94%	0%
T	Retirement Plan	71%	0%
S	Child Care	0%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

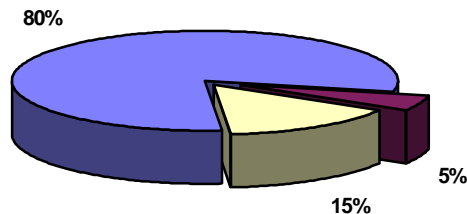
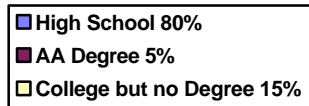
Size: Very Large (2230-2850)  
Growth Rating: Average (0.97)  
Job Openings: 1040

### SUPPLY/DEMAND ASSESSMENTS

Most employers report it is very difficult finding experienced applicants who meet their hiring qualifications, while many employers report it is somewhat difficult finding inexperienced applicants. During the past year, most employers reported that employment in the occupation grew.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING



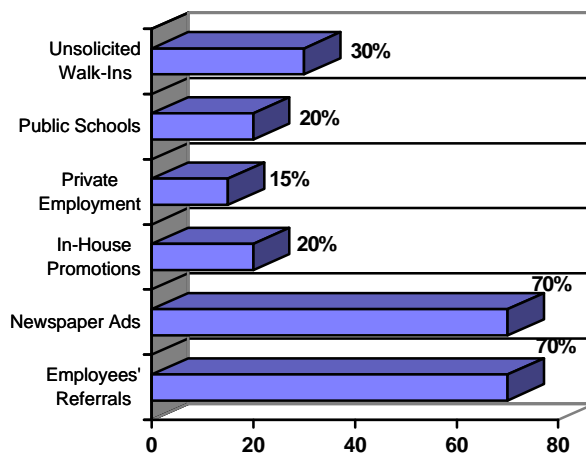
### EXPERIENCE & OTHER REQUIREMENTS

Most employers always require 12-60 months of prior experience in the occupation, and sometimes will accept training as a substitute for experience.

### GENERAL SKILLS

Possess valid driver's license, possess mechanical aptitude, ability to use service manuals, possess a good DMV record, trained in safe work practices, ability to use electronic diagnostic equipment, knowledge of fuel injection systems, ability to tune up engines, knowledge of carburetion, ability to repair brakes, ability to repair emission controls, smog control mechanic certification, automotive service excellence certification.

## RECRUITMENT



# BOOKKEEPING, ACCOUNTING AND AUDITING CLERKS

OES CODE: 553380

20 FIRMS RESPONDING

DOT: 210.367-010  
DOT: 210.382-010

TITLE: ACCOUNT-INFO CLERK  
TITLE: AUDIT CLERK

DOT: 216.482-010  
DOT: 216.587-010

TITLE: ACCOUNTING CLERK  
TITLE: BOOKING CLERK

## DESCRIPTION

Bookkeeping, Accounting, and Auditing Clerks, including Bookkeepers, compute, classify, and record numerical data to keep sets of financial records complete. They perform any combining of routine calculating, posting and verifying duties to obtain primary financial data for use in maintaining accounting records. They may also check the accuracy of figures, calculations, and postings pertaining to business transactions recorded by other workers. Please do not include individuals whose primary duty is operating special office machines.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 4.50 - 10.50	\$ 8.00
Experienced/New to Firm:	\$ 5.00 - 10.80	\$ 9.00
3 + Yrs Experience with Firm:	\$ 6.50 - 12.80	\$12.00

Most employers report 40 hour work weeks.

		F/T	P/T
B	Medical Insurance	94%	6%
E	Dental Insurance	94%	6%
N	Vision Insurance	78%	6%
E	Life Insurance	83%	0%
F	Paid Sick Leave	94%	6%
I	Paid Vacation	78%	6%
T	Retirement Plan	72%	11%
S	Child Care	0%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

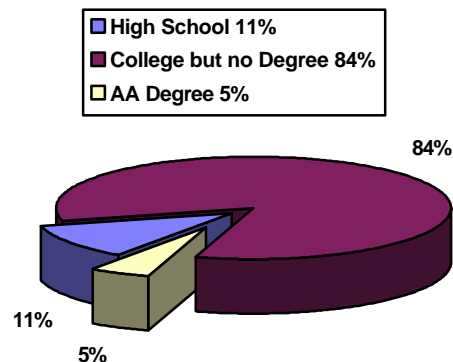
Size: Very Large (6260-7160)  
Growth Rating: Slower Than Average (0.50)  
Job Openings: 2890

### SUPPLY/DEMAND ASSESSMENTS

Most employers report it is somewhat difficult finding experienced applicants who meet their hiring qualifications, but somewhat difficult finding inexperienced applicants. During the past year, most employers reported that employment in the occupation remained stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING



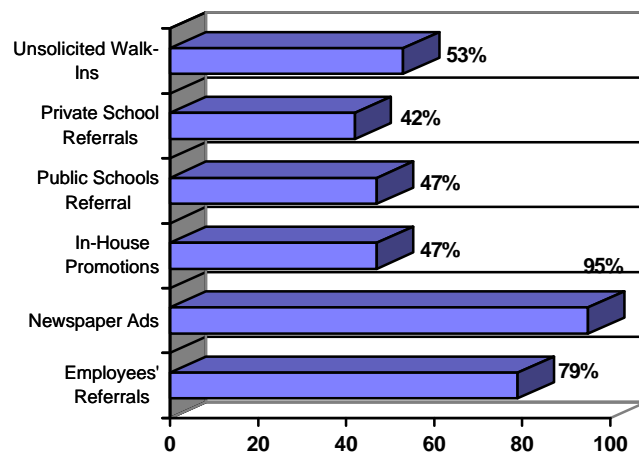
### EXPERIENCE & OTHER REQUIREMENTS

Most employers usually require 6-24 months of prior experience in the occupation, and sometimes will accept training as a substitute for work experience.

### GENERAL SKILLS

Accounting skills, knowledge of accounting and auditing terms, bookkeeping skills, ability to operate 10-key adding machines by touch, ability to use computers in accounting applications, telephone answering skills, payroll processing.

## RECRUITMENT



# CARPENTERS

OES CODE 871020

20 FIRMS RESPONDING

DOT: 869.684-018  
DOT: 860.361-014

TITLE: ASSEMBLER, SUBASSEMBLY  
TITLE: BOATBUILDER APPRENTICE

DOT: 860.361-010  
DOT: 860.681-010

TITLE: CARPENTER  
TITLE: CARPENTER II

## DESCRIPTION

Carpenters perform the carpentry duties necessary to make or repair wooden structures, structural members, and fixtures and equipment using carpentry tools and woodworking machines. Please do not include Cabinet makers and Bench Carpenters.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 4.50 - 12.00	\$ 8.00
Experienced/New to Firm:	\$ 5.50 - 25.00	\$15.00
3 + Yrs Experience with Firm:	\$ 8.00 - 25.00	\$19.00

Many employers report 40 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	83%	0%
E	Dental Insurance	17%	0%
N	Vision Insurance	0%	0%
E	Life Insurance	0%	0%
F	Paid Sick Leave	0%	0%
I	Paid Vacation	83%	0%
T	Retirement Plan	33%	0%
S	Child Care	0%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

Size: Very Large (6490-8640)  
Growth Rating: Faster Than Average (1.16)  
Job Openings: 3780

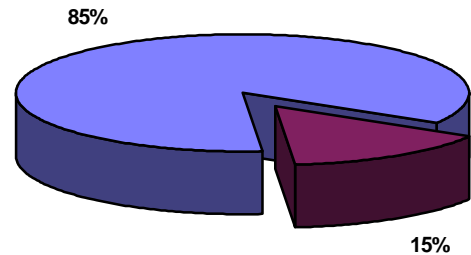
## SUPPLY/DEMAND ASSESSMENTS

Many employers report it is not difficult to somewhat difficult finding experienced applicants who meet their hiring qualifications, but not difficult to a little difficult finding inexperienced applicants. During the past year, many employers reported both growth and a decline in employment for this occupation.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING

■ High School 85% ■ College but no Degree 15%



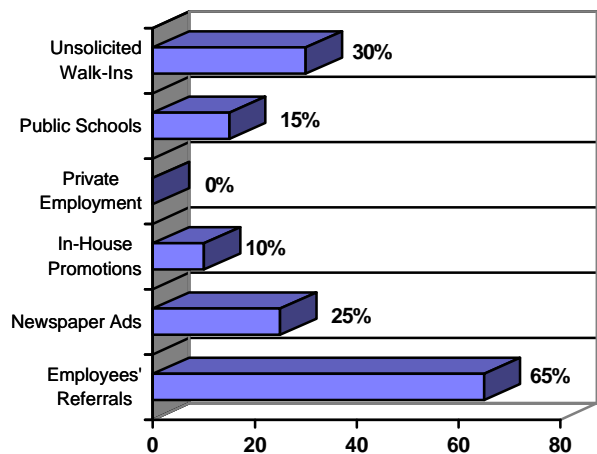
### EXPERIENCE & OTHER REQUIREMENTS

Many employers usually or always require 6-22 months of prior experience in the occupation. Most employers sometimes will accept training as a substitute for work experience.

### GENERAL SKILLS

Ability to lift at least 50 lbs., possess agility and coordination, rough carpentry skills, finish carpentry skills, shop math skills, ability to use drafting tools, pneumatic/electric tools, steel framing, completion of certified apprenticeship program, ability to read blueprints, ability to climb to high places, ability to do strenuous, physically demanding work.

## RECRUITMENT



# CASHIERS

OES CODE: 490230

20 FIRMS RESPONDING

DOT: 294.567-010  
DOT: 211.362-010

TITLE: AUCTION CLERK  
TITLE: CASHIER I

DOT: 211.462-010  
DOT: 211.467-010

TITLE: CASHIER II  
TITLE: CASHIER, COURTESY

## DESCRIPTION

Cashiers receive and disburse cash payments, handle credit transactions, make change, issue receipts, and balance the tender drawer in a variety of establishments. Their work usually involves the use of adding machines, cash registers, and change makers.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 4.25 - 9.59	\$ 5.00
Experienced/New to Firm:	\$ 4.25 - 15.34	\$ 5.75
3 + Yrs Experience with Firm:	\$ 6.00 - 17.26	\$ 7.50

Most employers report 20-30 hour work weeks. Many employers report 40 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	100%	75%
E	Dental Insurance	85%	60%
N	Vision Insurance	70%	45%
E	Life Insurance	70%	60%
F	Paid Sick Leave	70%	80%
I	Paid Vacation	95%	80%
T	Retirement Plan	75%	65%
S	Child Care	5%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

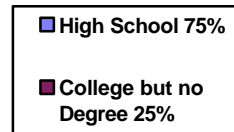
Size: Very Large (7510-9430)  
Growth Rating: Average (0.90)  
Job Openings: 3380

## SUPPLY/DEMAND ASSESSMENTS

Many employers report it is very difficult finding experienced applicants who meet their hiring qualifications, but not difficult finding inexperienced applicants. Many employers report that during the past year, employment in the occupation remained stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING



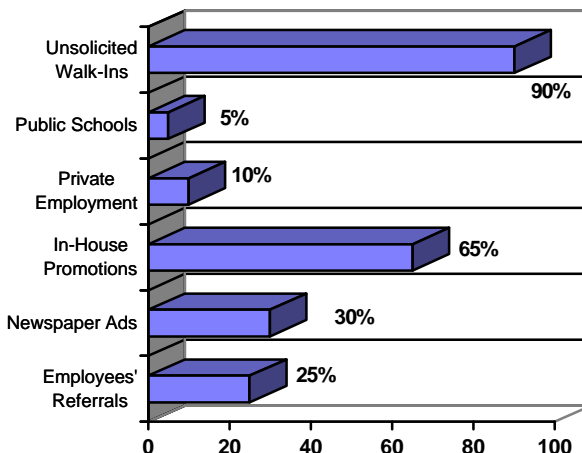
### EXPERIENCE & OTHER REQUIREMENTS

Most employers usually require 12 months of prior experience in the occupation. Many employers usually will accept training as a substitute for work experience.

### GENERAL SKILLS

Ability to stand continuously for 2 or more hours, cash handling skills, ability to operate a cash register, ability to follow check cashing procedures, ability to write effectively, telephone answering skills, customer service skills, public contact skills, ability to work under pressure, ability to work independently, ability to perform routine, repetitive work, and computer skills.

## RECRUITMENT



# CHILD CARE WORKERS

OES CODE: 680380

20 FIRMS RESPONDING

DOT: 359.677-010  
DOT: 359.677-018

TITLE: ATTENDANT, CHILDREN'S INT.  
TITLE: NURSERY SCHOOL ATTEND.

DOT: 355.674-010  
DOT: 359.677-026

TITLE: CHILD CARE ATTEND.  
TITLE: PLAYROOM ATTEND.

## DESCRIPTION

Child Care Workers attend children at school, businesses, and institutions performing a variety of tasks, such as dressing, feeding, bathing, and overseeing play. Please do not include workers whose primary function is to teach in a structured setting.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 4.25 - 7.27	\$ 4.31
Experienced/New to Firm:	\$ 4.25 - 7.45	\$ 5.00
3 + Yrs Experience with Firm:	\$ 4.25 - 7.81	\$ 6.00

Most employers report 10-30 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	40%	0%
E	Dental Insurance	30%	0%
N	Vision Insurance	0%	0%
E	Life Insurance	0%	0%
F	Paid Sick Leave	50%	0%
I	Paid Vacation	50%	0%
T	Retirement Plan	30%	30%
S	Child Care	90%	60%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

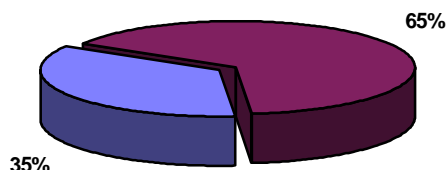
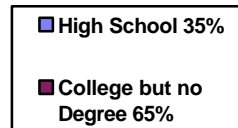
Size: Medium (470-660)  
Growth Rating: Faster Than Average (1.41)  
Job Openings: 190

## SUPPLY/DEMAND ASSESSMENTS

Many employers report it is very difficult finding experienced applicants who meet their hiring qualifications, but very difficult to not difficult finding inexperienced applicants. Many employers report that during the past year, employment in the occupation is expected to remain stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING



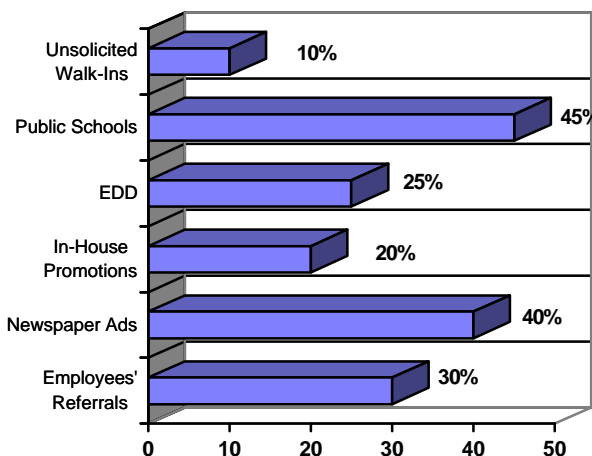
### EXPERIENCE & OTHER REQUIREMENTS

Many employers require 6-12 months of prior experience in the occupation, and sometimes will accept training as a substitute for work experience.

### GENERAL SKILLS

Knowledge of early childhood development, oral reading skills, musical skills, ability to administer emergency first aid, and infant cardiopulmonary resuscitation, possession of an Early Childhood Development Certificate, ability to write effectively, ability to stand continuously for 2 or more hours, ability to lift at least 40 lbs. repeatedly.

## RECRUITMENT



# COMBINED FOOD PREPARATION AND SERVICE WORKERS

OES CODE: 650410

20 FIRMS RESPONDING

DOT: 311.472-010

TITLE: FAST-FOOD WORKER

## DESCRIPTION

Combined Food Preparation and Service Workers do both food preparation and food service. Please do not include workers who spend more than 80 percent of their time in only one of these two areas.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 4.25 - 7.00	\$ 6.00
Experienced/New to Firm:	\$ 4.40 - 8.00	\$ 6.50
3 + Yrs Experience with Firm:	\$ 5.00 - 9.25	\$ 8.00

Most employers report 40 hour work weeks, and many employer report 15-25 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	100%	52%
E	Dental Insurance	57%	29%
N	Vision Insurance	10%	10%
E	Life Insurance	43%	19%
F	Paid Sick Leave	38%	33%
I	Paid Vacation	33%	33%
T	Retirement Plan	14%	0%
S	Child Care	0%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

Size: Very Large (3840-4660)  
Growth Rating: Slower Than Average (0.75)  
Job Openings: 1520

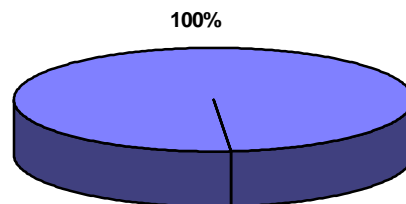
### SUPPLY/DEMAND ASSESSMENTS

Most employers report little difficulty finding experienced applicants who meet their hiring qualifications, but no difficulty finding inexperienced applicants. Most employers report that during the past year, employment in the occupation remained stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING

High School 100%



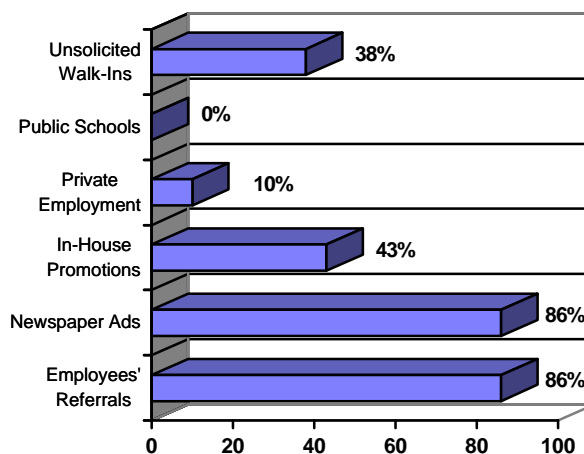
### EXPERIENCE & OTHER REQUIREMENTS

Most employers sometimes require 18 months of prior experience in the occupation, and sometimes will accept training as a substitute for work experience.

### GENERAL SKILLS

Ability to make change, ability to operate a cash register, fry cooking skills, short-order cooking skills, food preparation skills, ability to pass a pre-employment medical examination, ability to stand continuously for 2 or more hours, ability to work rapidly, ability to lift at least 30 lbs. repeatedly.

## RECRUITMENT





# COMPUTER PROGRAMMERS, INCLUDING AIDES

OES CODE: 251051

20 FIRMS RESPONDING

DOT: 030.162-010  
DOT: 030.167-010

TITLE: COMPUTER PROG.  
TITLE: CHIEF. COMP. PROG.

DOT: 972.382-022  
DOT: 030.162-018

TITLE: PHOTO MASK TECH.  
TITLE: PROG. ENG. & SCIEN.

## DESCRIPTION

Computer Programmers convert symbolic statements of administrative data, business, scientific, engineering, and other technical problem formulations into detailed logical flow charts for coding into computer language. They develop and write computer programs to store, locate and retrieve specific documents, data and information.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 6.98 - 15.34	\$12.13
Experienced/New to Firm:	\$10.00 - 23.97	\$16.78
3 + Yrs Experience with Firm:	\$14.38 - 31.17	\$19.74

Most employers report 40 hour work weeks, while many employers report 24 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	90%	0%
E	Dental Insurance	70%	0%
N	Vision Insurance	50%	0%
E	Life Insurance	75%	0%
F	Paid Sick Leave	95%	0%
I	Paid Vacation	100%	0%
T	Retirement Plan	80%	0%
S	Child Care	25%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

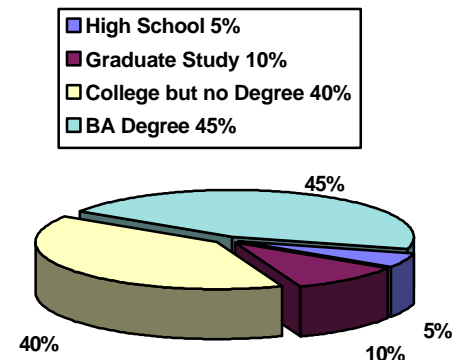
Size: Medium (490-730)  
Growth Rating: Much Faster Than Average (1.71)  
Job Openings: 270

### SUPPLY/DEMAND ASSESSMENTS

Many employers report it is very difficult finding experienced applicants who meet their hiring qualifications, but not difficult to very difficult finding inexperienced applicants. Most employers reported that, during the past year, employment in this occupation grew.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING



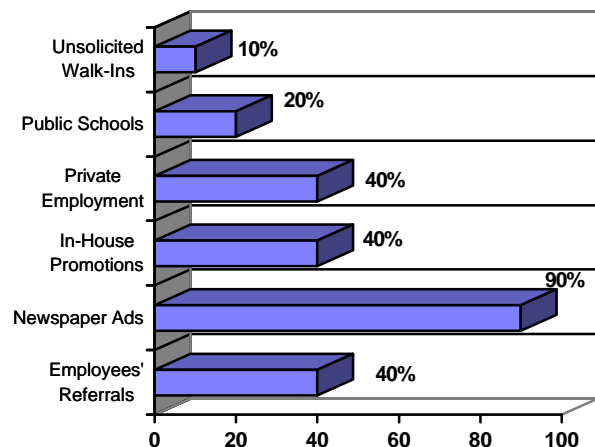
### EXPERIENCE & OTHER REQUIREMENTS

Most employers always require 12-60 months of prior experience in the occupation. Most employer sometimes will accept training as a substitute for work experience.

### GENERAL SKILLS

Ability to write documentation of computer procedures, ability to write, edit, and debug computer programs for business, scientific programming language, knowledge of mainframe hardware and operating systems.

## RECRUITMENT



# COOKS - RESTAURANT

OES CODE: 650260

20 FIRMS RESPONDING

DOT: 313.281-010  
DOT: 313.361-014

TITLE: CHEF DE FROID  
TITLE: COOK

DOT: 313.361-018  
DOT: 313.381-022

TITLE: COOK APPRENTICE  
TITLE: COOK, BARBECUE

## DESCRIPTION

Restaurant Cooks prepare, season, and cook soups, meats, vegetables, desserts, and other foodstuffs in restaurants. They may order supplies, keep records and accounts, price items on a menu, or plan the menu.

## WAGES/BENEFITS

### Union

	Range	Median
Entry Level/No Experience:	\$ 6.00 - 7.00	\$ 6.75
Experienced/New to Firm:	\$ 6.50 - 8.00	\$ 7.75
3 + Yrs Experience with Firm:	\$ 8.00 - 11.00	\$ 9.75

### Non-Union

Entry Level/No Experience:	\$ 4.25 - 7.00	\$ 6.00
Experienced/New to Firm:	\$ 4.40 - 8.00	\$ 6.50
3 + Yrs Experience with Firm:	\$ 6.00 - 12.00	\$ 8.00

Most employers report 20-30 hour work weeks, and many employer report 40 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	95%	0%
E	Dental Insurance	74%	0%
N	Vision Insurance	5%	0%
E	Life Insurance	68%	0%
F	Paid Sick Leave	37%	0%
I	Paid Vacation	53%	0%
T	Retirement Plan	0%	0%
S	Child Care	0%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

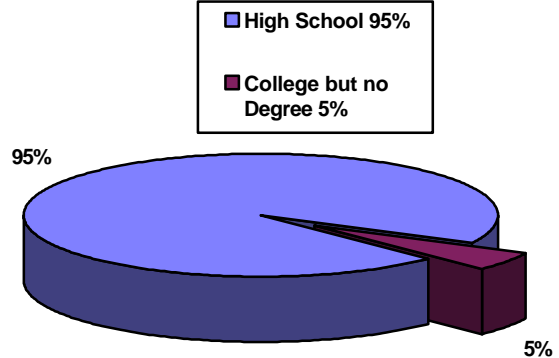
Size: Very Large (2460-3270)  
Growth Rating: Faster Than Average (1.15)  
Job Openings: 1580

## SUPPLY/DEMAND ASSESSMENTS

Most employers report it is somewhat difficult finding experienced applicants who meet their hiring qualifications, and many employers report difficulty in finding inexperienced applicants. Employment in occupation was stable during past year.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING



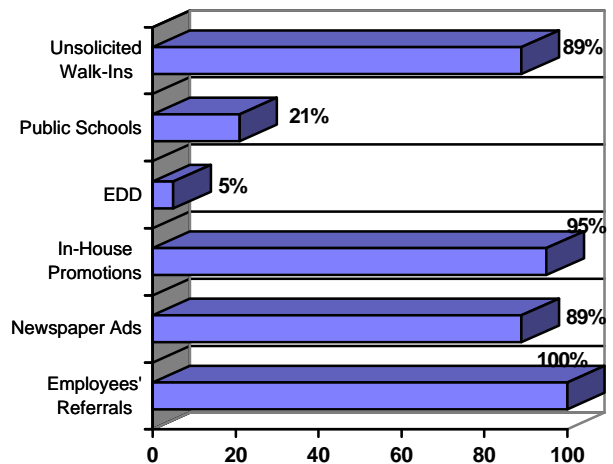
### EXPERIENCE & OTHER REQUIREMENTS

Most employers sometimes require 24-26 months of prior experience in the occupation, and sometimes will accept training as a substitute for work experience.

### GENERAL SKILLS

Ability to stand continuously for 2 or more hours, ability to lift at least 30 lbs. repeatedly, ability to taste and smell, ability to work under pressure, ability to interact well with others, , ability to work independently, ability to follow oral instructions, ability to read and follow instructions.

## RECRUITMENT



# DENTAL ASSISTANTS

OES CODE: 660020

20 FIRMS RESPONDING

DOT: 079.361-018

TITLE: DENTAL ASSISTANT

## DESCRIPTION

Dental Assistants assist the dentist at the chair by preparing patients and equipment, keeping records, and performing related duties as required.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 6.00 - 12.50	\$ 8.00
Experienced/New to Firm:	\$ 7.00 - 14.50	\$10.00
3 + Yrs Experience with Firm:	\$ 9.00 - 20.00	\$12.59

Most employers report 35-40 hour work weeks, and some report 10-30 hour work weeks.

		F/T	P/T
B	Medical Insurance	55%	5%
E	Dental Insurance	70%	30%
N	Vision Insurance	10%	0%
E	Life Insurance	35%	0%
F	Paid Sick Leave	50%	15%
I	Paid Vacation	90%	15%
T	Retirement Plan	20%	5%
S	Child Care	5%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

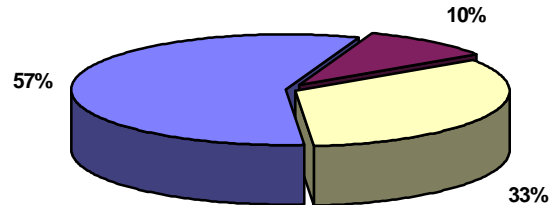
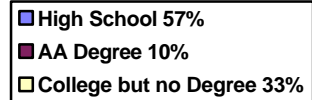
Size: Medium (550-750)  
Growth Rating: Faster Than Average (1.27)  
Job Openings: 260

### SUPPLY/DEMAND ASSESSMENTS

Many employers report it is a little difficult to somewhat difficult finding experienced applicants who meet their hiring qualifications, but not difficult to very difficult finding inexperienced applicants. Most employers report that during the past year, employment in the occupation remained stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING



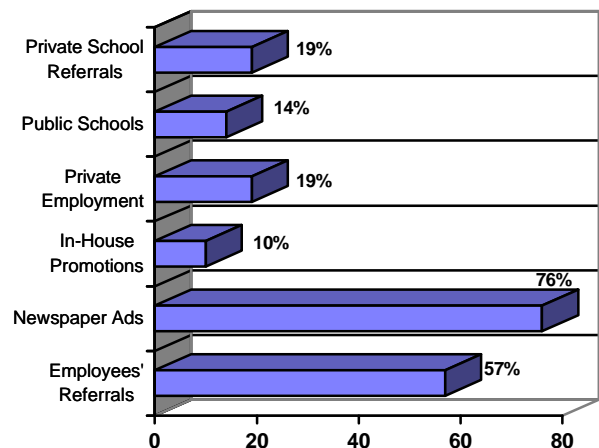
### EXPERIENCE & OTHER REQUIREMENTS

Many employers usually to always require 12-36 months of prior experience in the occupation. Most employers will sometimes accept training as a substitute for work experience.

### GENERAL SKILLS

Ability to perform or assist with dental procedures, possession of a Radiation Safety Certificate, ability to follow laboratory procedures, knowledge of dental materials, ability to write effectively, possession of a Registered Dental Assistant (RDA) Certificate, computer skills.

## RECRUITMENT



# ELECTRICAL & ELECTRONIC ENGINEERS

OES CODE: 221260

20 FIRMS RESPONDING

DOT: 003.167-010  
DOT: 003.187-010

TITLE: CABLE ENGINEER  
TITLE: CENTRAL OFFICE ENG.

DOT: 003.187-014  
DOT: 003.061-010

TITLE: COMMERCIAL ENG,  
TITLE: ELECTRICAL ENGINEER

## DESCRIPTION

Electrical and Electronic Engineers design, develop, test and supervise the manufacture and installation of electrical and electronic equipment, components or systems, computers and related equipment and systems for commercial, industrial, military or scientific use. Please do not include Sales Engineers.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 8.00 - 15.34	\$11.50
Experienced/New to Firm:	\$10.50 - 25.00	\$15.90
3 + Yrs Experience with Firm:	\$16.35 - 28.00	\$21.58

Most employers report 40 hour work weeks.

		F/T	P/T
B	Medical Insurance	100%	0%
E	Dental Insurance	76%	0%
N	Vision Insurance	12%	0%
E	Life Insurance	82%	0%
F	Paid Sick Leave	82%	0%
I	Paid Vacation	94%	0%
T	Retirement Plan	59%	6%
S	Child Care	12%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

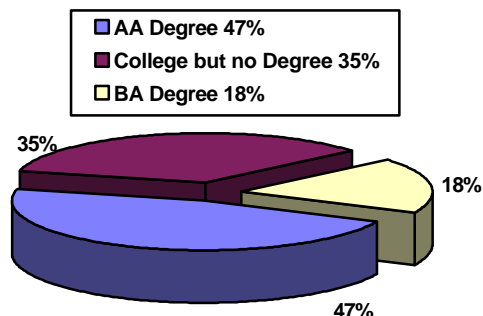
Size: Medium (620-1040)  
Growth Rating: Much Faster Than Average (2.37)  
Job Openings: 540

### SUPPLY/DEMAND ASSESSMENTS

Many employers report little difficulty finding experienced applicants who meet their hiring qualifications, but most report somewhat of a difficulty finding inexperienced applicants. Most employers report that employment in the occupation remained stable during the past year.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING



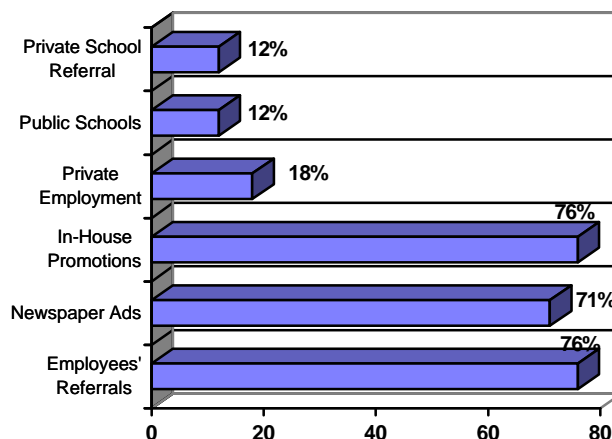
### EXPERIENCE & OTHER REQUIREMENTS

Many employers always require 12-48 months of prior experience in the occupation. Most employers sometimes will accept training as a substitute for work experience.

### GENERAL SKILLS

Knowledge of electronic engineering, telecommunications equipment, report writing skills, industrial design skills, scientific programming skills, digital circuitry design skills, knowledge of microcomputer hardware and operating systems, ability to write technical material, ability to design analog circuitry, ability to design telecommunications networks, ability to use computer software, autocad applications.

## RECRUITMENT



# GARDENERS, GROUNDSKEEPERS - EXCEPT FARM

OES CODE: 790300

20 FIRMS RESPONDING

DOT: 406.684-010  
DOT: 406.684-018

TITLE: CEMETERY WORKER  
TITLE: GARDEN WORKER

DOT: 406.318-010  
DOT: 406.683-010

TITLE: GARDENER, SPECIAL F/X  
TITLE: GREENSKEEPER II

## DESCRIPTION

Gardeners and Groundskeepers maintain grounds of public or private property, using hand/power tools or equipment. They may perform any combination of tasks, such as mowing, trimming, planting, watering, fertilizing, digging, raking, and sweeping. Additional duties may include minimal care and upkeep of buildings and equipment. They may plan and execute small - scale landscaping operations. They may dig and prepare graves. Please do not include Groundskeepers who disseminate information to the public and patrol public parks, to enforce rules and regulations and to detect fires.

## WAGES/BENEFITS

### Non-Union

	Range	Median
Entry Level/No Experience:	\$ 5.00 - 8.00	\$ 5.50
Experienced/New to Firm:	\$ 5.70 - 9.00	\$ 6.50
3 + Yrs Experience with Firm:	\$ 5.80 - 11.00	\$ 7.50

### Union

Entry Level/No Experience:	\$ 6.00 - 8.78	\$ 8.00
Experienced/New to Firm:	\$ 7.00 - 10.50	\$ 9.00
3 + Yrs Experience with Firm:	\$ 8.00 - 12.50	\$11.00

Most employers report 40 hour work weeks.

		F/T	P/T
B	Medical Insurance	100%	0%
E	Dental Insurance	100%	0%
N	Vision Insurance	68%	0%
E	Life Insurance	53%	0%
F	Paid Sick Leave	84%	0%
I	Paid Vacation	100%	0%
T	Retirement Plan	68%	0%
S	Child Care	0%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY

### OCCUPATIONAL FORECAST 1989-1996

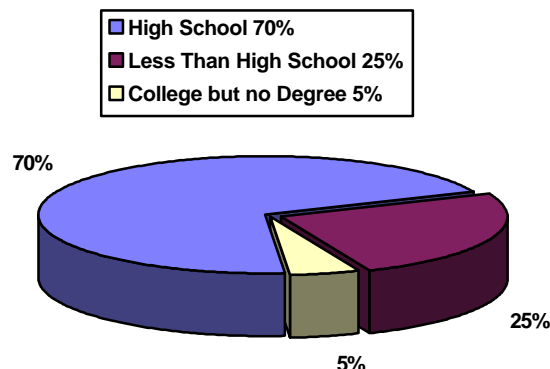
Size: Very Large (3740-5130)  
Growth Rating: Faster Than Average (1.30)  
Job Openings: 3160

### SUPPLY/DEMAND ASSESSMENTS

Many employers report little difficulty finding experienced and inexperienced applicants who meet their hiring qualifications. Most employers report that employment in the occupation remained stable during the past year.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING



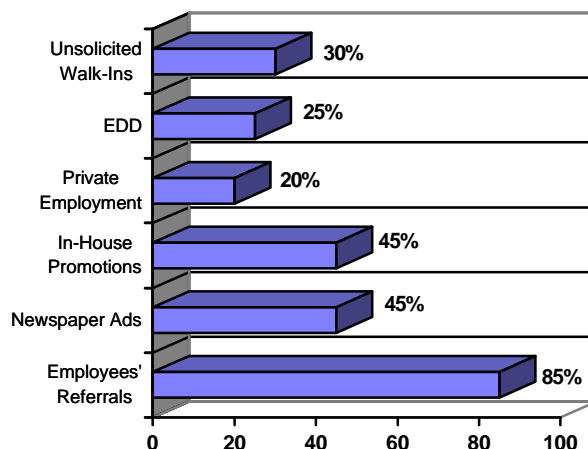
### EXPERIENCE & OTHER REQUIREMENTS

Most employers sometimes require 6-24 months of prior experience in the occupation, while many employers sometimes to usually will accept training as a substitute for work experience,

### GENERAL SKILLS

Possess a valid driver's license and a good driving record, knowledge of horticulture, lawn and garden care skills, golf course care skill, pruning skills, Qualified Pesticide Applicator Certificate, knowledge of tools, ability to use tools.

## RECRUITMENT



# GENERAL OFFICE CLERKS

OES CODE: 553470

20 FIRMS RESPONDING

DOT: 219.362-010  
DOT: 245.367-010

TITLE: ADMINISTRATIVE CLERK  
TITLE: ANIMAL-HOSPITAL CLERK

DOT: 249.367-010  
DOT: 209.562-010

TITLE: ANIMAL-SHELTER CLK  
TITLE: CLERK, GENERAL

## DESCRIPTION

General Office Clerks perform a wide variety of tasks. Clerical duties may be assigned in accordance with the office procedures of individual establishments and may include a combination of bookkeeping, typing, stenography, office machine operation, and filing. Please do not include workers whose duties are narrowly defined.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 5.00 - 7.00	\$ 6.00
Experienced/New to Firm:	\$ 6.00 - 8.00	\$ 6.50
3 + Yrs Experience with Firm:	\$ 7.50 - 9.00	\$ 8.00

Most employers report 40 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	72%	0%
E	Dental Insurance	17%	0%
N	Vision Insurance	6%	0%
E	Life Insurance	0%	0%
F	Paid Sick Leave	0%	0%
I	Paid Vacation	61%	0%
T	Retirement Plan	11%	0%
S	Child Care	0%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

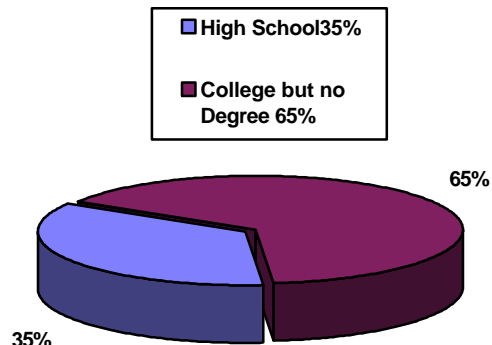
Size: Very Large (7900-9900)  
Growth Rating: Slower Than Average (1.91)  
Job Openings: 4390

### SUPPLY/DEMAND ASSESSMENTS

Most employers report it is somewhat difficult finding experienced applicants who meet their hiring qualifications, but little difficulty finding inexperienced applicants. Most employers reported that during the past year, employment in this occupation remained stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING



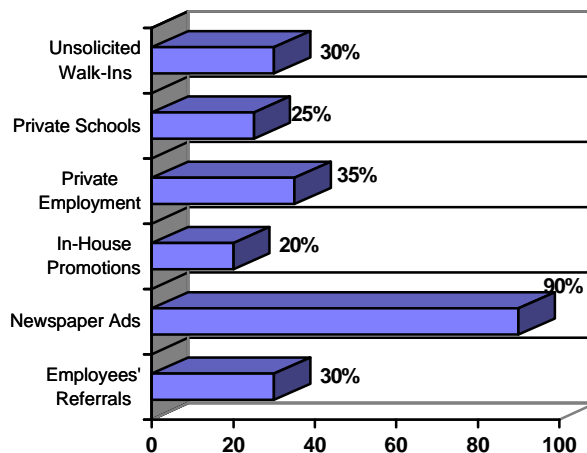
### EXPERIENCE & OTHER REQUIREMENTS

Most employers always require 12 months of prior experience in the occupation, and sometimes will accept training as a substitute for experience.

### GENERAL SKILLS

Telephone answering skills, filing skills (alpha and numeric), public contact skills, English grammar, spelling, and punctuation skills, ability to type at least 40 wpm, record keeping skills, knowledge of business math, ability to use a calculator, skilled at clerical detail work, ability to proofread, ability to use a computer terminal, data entry skills.

## RECRUITMENT



# INSTRUCTIONAL AIDES

OES CODE: 315211

20 FIRMS RESPONDING

DOT: 099.327-010

TITLE: TEACHER AIDE I

## DESCRIPTION

Instructional Aides work under the direct supervision of classroom teachers to assist the teacher in instructional tasks and activities involving games, sports, arts and crafts. They also do routine clerical tasks such as record keeping, maintaining classroom supplies, and operating office equipment. They may assist teachers with the instruction of mentally or physically handicapped pupils.

## WAGES/BENEFITS

### Union

	Range	Median
Entry Level/No Experience:	\$ 6.00 - 7.57	\$ 8.39
Experienced/New to Firm:	\$ 6.35 - 8.25	\$ 8.87
3 + Yrs Experience with Firm:	\$ 7.35 - 9.83	\$ 9.83

### Non-Union

Entry Level/No Experience:	\$ 6.00 - 8.39	\$ 6.35
Experienced/New to Firm:	\$ 6.25 - 8.87	\$ 7.67
3 + Yrs Experience with Firm:	\$ 6.95 - 10.50	\$ 8.30

Most union employers report 16-30 hour work weeks. Most non-union employers report 40 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	75%	25%
E	Dental Insurance	75%	45%
N	Vision Insurance	50%	45%
E	Life Insurance	55%	25%
F	Paid Sick Leave	55%	25%
I	Paid Vacation	35%	25%
T	Retirement Plan	35%	25%
S	Child Care	10%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

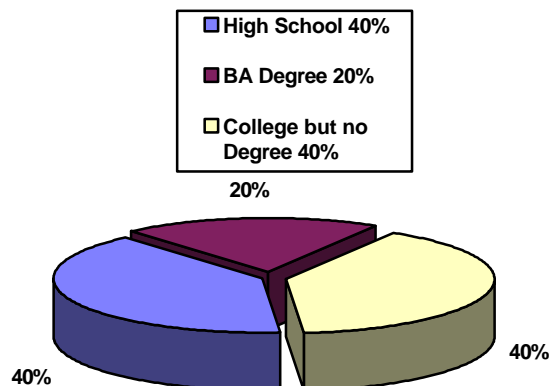
Size: Very Large (4080-5580)  
Growth Rating: Faster than Average  
Job Openings: 3000

## SUPPLY/DEMAND ASSESSMENTS

Most employers report it is not difficult finding experienced applicants who meet their hiring qualifications, and many report it is not difficult to a little difficult finding inexperienced applicants. Most employers report that during the past year, employment in the occupation grew.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING



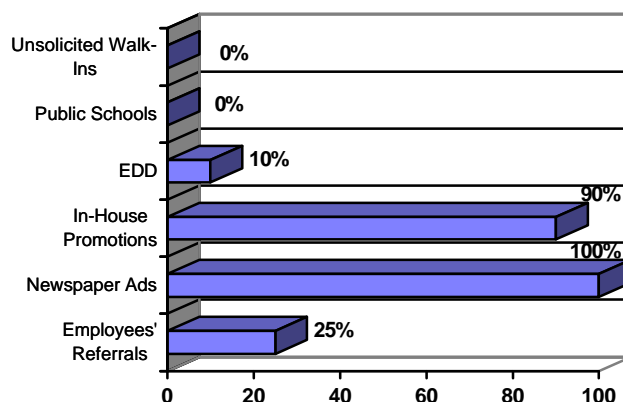
### EXPERIENCE & OTHER REQUIREMENTS

Many employers usually require 6-24 months of prior experience in the occupation. Most employers will sometimes accept training as a substitute for work experience.

### GENERAL SKILLS

Completion of Carden classes, State of Calif. Instructional Assistant Proficiency Certificate, ability to apply teaching techniques, ability to relate to children and/or adolescents, the ability to assist students with disabilities, and/or the ability to work with computer word processing applications.

## RECRUITMENT





# JANITORS AND CLEANERS

OES CODE: 670050

20 FIRMS RESPONDING

DOT: 891.687-010  
DOT: 381.687-010

TITLE: CHIMNEY SWEEP  
TITLE: CLEANER, INDUSTRIAL

DOT: 381.687-026  
DOT: 389.683-010

TITLE: CLEANER, WALL  
TITLE: SEXTON

## DESCRIPTION

Janitors and Cleaners, except Maids and Housekeeping Cleaners, keep buildings in clean and orderly condition. They perform heavy cleaning duties, such as operating motor-driven cleaning equipment, mopping floors, washing walls and glass, and removing rubbish. They may have additional duties and responsibilities, such as tending furnace and boiler, performing routine maintenance activities, notifying management of need for repairs and additions, and cleaning snow or debris from sidewalk. Please do not include Maids and Housekeepers.

## WAGES/BENEFITS

### Union

	Range	Median
Entry Level/No Experience:	\$ 8.00 - 9.78	\$ 9.01
Entry Level/ No Experience:	\$ 8.63 - 10.36	\$ 9.71
3 + Yrs Experience with Firm:	\$ 9.21 - 12.50	\$ 10.50

### Non-Union

Entry Level/No Experience:	\$ 4.40 - 6.00	\$ 5.50
Experienced/New to Firm:	\$ 4.60 - 7.00	\$ 6.00
3 + Yrs Experience with Firm:	\$ 4.75 - 9.00	\$ 8.00

Most union employers report 40 hour work weeks, and most non-union employers report 15-25 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	100%	21%
E	Dental Insurance	79%	21%
N	Vision Insurance	68%	21%
E	Life Insurance	79%	11%
F	Paid Sick Leave	74%	21%
I	Paid Vacation	89%	21%
T	Retirement Plan	79%	21%
S	Child Care	0%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

Size: Very Large (5000-6260)  
Growth Rating: Slower Than Average (0.88)  
Job Openings: 3840

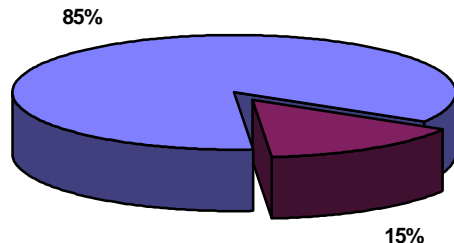
## SUPPLY/DEMAND ASSESSMENTS

Most employers report little difficulty finding experienced applicants who meet their hiring qualifications, and little difficulty finding inexperienced applicants. Most employers report that during the past year, employment in the occupation remained stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING

High School 85% Less Than High School 15%



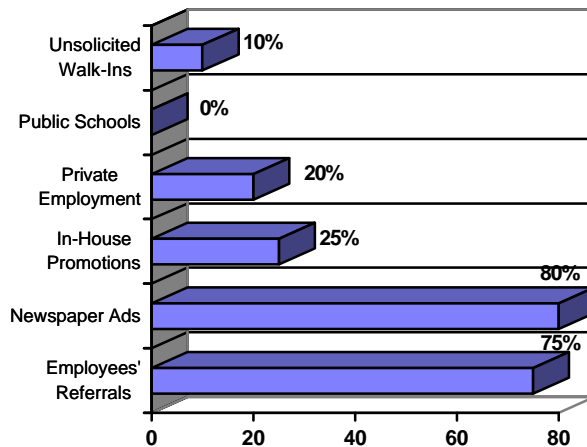
### EXPERIENCE & OTHER REQUIREMENTS

Most employers usually require 5-36 months of prior experience in the occupation, and sometimes will accept training as a substitute for work experience.

### GENERAL SKILLS

Understanding of cleaning compounds and solutions, ability to work independently, willingness to work with close supervision, ability to read and follow instructions, knowledge of cleaning and maintaining buildings and quality assurance standards.

## RECRUITMENT





# MAINTENANCE REPAIRERS - GENERAL UTILITY

OES CODE: 851320

21 FIRMS RESPONDING

DOT: 638.281-010  
DOT: 899.381-010

TITLE: FIRE FIGHTING EQUIP SPEC.  
TITLE: MAINT. REPAIRER, BLDG.

DOT: 899.381-014

TITLE: MAINT. REPAIRER, BLDG

## DESCRIPTION

Maintenance Repairers perform work involving two or more maintenance skills to keep the machines, mechanical equipment, and/or structure of an establishment in repair. This occupation is generally found in a small establishment where specialization in maintenance work is impractical. Their duties may involve pipefitting, boiler-making, insulating, welding, machining, machine and equipment repairing, carpentry, and electrical work, as well as planning and laying out of work relating to repairs; repairing electrical and/or mechanical equipment; installing, aligning and balancing new equipment; and repairing buildings, floors, or stairs.

## WAGES/BENEFITS

### Union

	Range	Median
Entry Level/No Experience:	\$ 6.00 - 12.08	\$ 9.82
Experienced/New to Firm:	\$ 8.70 - 14.14	\$10.62
3 + Yrs Experience with Firm:	\$ 9.50 - 18.22	\$13.83

### Non-Union

Entry Level/No Experience:	\$ 5.00 - 8.00	\$ 6.95
Experienced/New to Firm:	\$ 7.00 - 11.99	\$ 9.00
3 + Yrs Experience with Firm:	\$ 8.50 - 16.78	\$12.50

Most employers report 40 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	100%	0%
E	Dental Insurance	100%	5%
N	Vision Insurance	100%	5%
E	Life Insurance	71%	0%
F	Paid Sick Leave	86%	0%
I	Paid Vacation	95%	0%
T	Retirement Plan	38%	0%
S	Child Care	5%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

Size: Very Large (3520-4680)  
Growth Rating: Faster Than Average (1.15)  
Job Openings: 2010

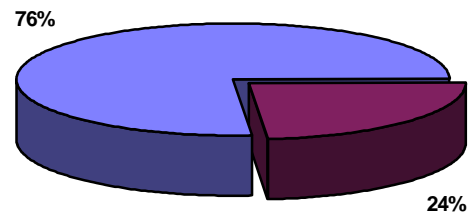
## SUPPLY/DEMAND ASSESSMENTS

Most employers report it is somewhat difficult finding experienced applicants who meet their hiring qualifications, but many report little difficulty finding inexperienced applicants. Most employers report that during the past year, employment in the occupation remained stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING

High School 76% College but no Degree 24%



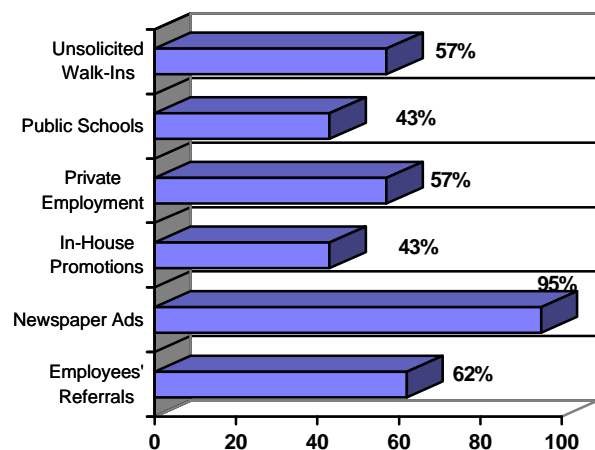
### EXPERIENCE & OTHER REQUIREMENTS

Most employers usually require 6-48 months of prior experience in the occupation, and sometimes will accept training as a substitute for work experience.

## GENERAL SKILLS

Ability to operate power hand tools, ability to work independently, basic math skills, ability to read and follow instructions, ability to write legibly, oral communication skills, carpentry skills, electrical repair skills, plumbing repair skills, computer skills, air conditioning certification, building trades, and maintenance certification.

## RECRUITMENT



# MEDICAL ASSISTANTS

OES CODE: 660050

21 FIRMS RESPONDING

DOT: 079.364-010  
DOT: 079.362-010

TITLE: CHIROPRACTOR ASST.  
TITLE: MEDICAL ASSISTANT

DOT: 335.667-010  
DOT: 216.587-010

TITLE: MORGUE ATTENDANT  
TITLE: PODIATRIC ASSISTANT

## DESCRIPTION

Medical Assistants perform various duties under the direction of physicians in the examination and treatment of patients. They prepare treatment room, inventory supplies and instruments, and set up patients for attention of physician, handing instruments and materials to physician as directed. They may schedule appointments, keep medical records, or perform other clerical duties.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 5.50 - 10.00	\$ 8.00
Experienced/New to Firm:	\$ 6.00 - 13.00	\$ 9.32
3 + Yrs Experience with Firm:	\$ 8.00 - 15.00	\$12.00

Most employers report 40 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	100%	0%
E	Dental Insurance	65%	0%
N	Vision Insurance	50%	0%
E	Life Insurance	60%	0%
F	Paid Sick Leave	85%	0%
I	Paid Vacation	90%	0%
T	Retirement Plan	65%	0%
S	Child Care	0%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

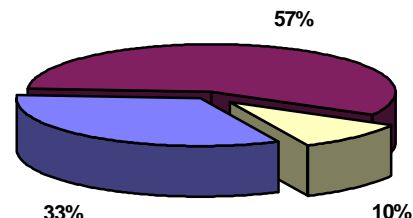
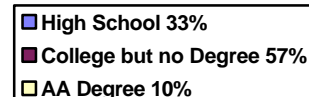
Size: Medium (670-940)  
Growth Rating: Faster Than Average (1.41)  
Job Openings: 410

## SUPPLY/DEMAND ASSESSMENTS

Many employers report it is very difficult finding experienced applicants who meet their hiring qualifications, and very difficult finding inexperienced applicants. Most employers report that during the past year, employment in the occupation remained stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING



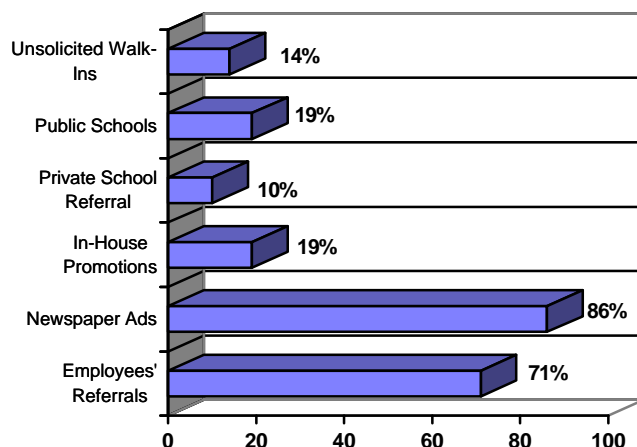
### EXPERIENCE & OTHER REQUIREMENTS

Many employers require 6-24 months of prior experience in the occupation, and many employers sometimes to never accept training as a substitute for work experience.

### GENERAL SKILLS

Medical Asst. Certificate, ability to take vital signs, ability to handle crisis situations, knowledge of medical terminology, knowledge of sterilization techniques, knowledge of transferring techniques of lift/move patients, ability to write legibly, willingness to work with close supervision, ability to work independently, ability to perform basic mathematical computations. computer application, and mainframe skills

## RECRUITMENT



# MEDICAL RECORDS TECHNICIANS

OES CODE: 329110

20 FIRMS RESPONDING

DOT: 079.362-014

TITLE: MEDICAL REC. TECH.

DOT: 079.362-018

TITLE: TUMOR REGISTRAR

## DESCRIPTION

Medical Records Technicians compile and maintain medical records of hospital and clinic patients.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 5.00 - 7.00	\$ 6.00
Experienced/New to Firm:	\$ 6.00 - 9.00	\$ 7.25
3 + Yrs Experience with Firm:	\$ 7.00 - 11.00	\$ 9.00

Most employers report 40 hour work weeks, and some employers report 16-30 hour work weeks.

	<u>F/T</u>	<u>P/T</u>
B Medical Insurance	100%	25%
E Dental Insurance	85%	25%
N Vision Insurance	45%	10%
E Life Insurance	40%	20%
F Paid Sick Leave	95%	20%
I Paid Vacation	95%	20%
T Retirement Plan	45%	10%
S Child Care	10%	10%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

Size: Small (220-340)  
Growth Rating: Much Faster Than Average (1.91)  
Job Openings: 180

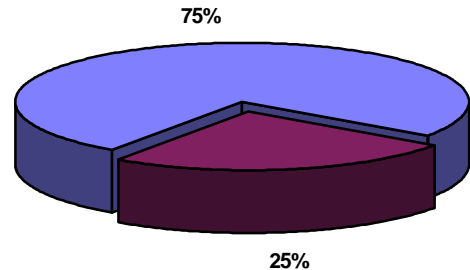
## SUPPLY/DEMAND ASSESSMENTS

Many employers report it is somewhat difficult finding experienced applicants who meet their hiring qualifications, and most report it is somewhat difficult finding inexperienced applicants. Most employers report that during the past year, employment in occupation remained stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING

■ High School 75% ■ College but no Degree 25%



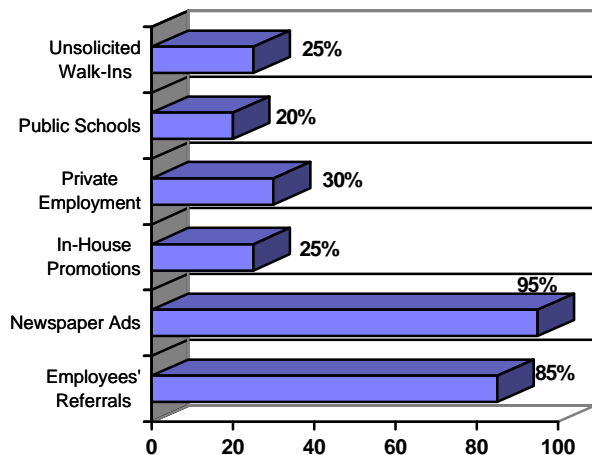
### EXPERIENCE & OTHER REQUIREMENTS

Most employers usually require 6-12 months of prior experience in the occupation, and many will sometimes accept training as a substitute for work experience.

### GENERAL SKILLS

Knowledge of physiology, knowledge of anatomy, ability to transcribe medical records and reports, ability to follow medical records control procedures, knowledge of disease processes, ICD-9-CM coding skills, knowledge of CPY-4 coding, knowledge of DRGs, computer application skills, alphanumeric filing skills, understanding of medicare rules and regulations, Accredited Record Technician.

## RECRUITMENT



# NURSE AIDES

OES CODE: 660080

20 FIRMS RESPONDING

DOT: 354.377-010  
DOT: 354.677-010

TITLE: BIRTH ATTENDANT  
TITLE: FIRST-AID ATTENDANT

DOT: 355.674-014  
DOT: 354.374-010

TITLE: NURSE ASSISTANT  
TITLE: NURSE, PRACTICAL

## DESCRIPTION

Nurse Aides work under the direction of nursing or medical staff to provide auxiliary services in the care of patients. They perform duties such as answering patients' call bells, serving and collecting food trays and feeding patients. Nurse Aides may be called Assistants, Attendants, or Orderlies. Orderlies are primarily concerned with the care of male patients, setting up equipment, and relieving nurses of heavier work. Please do not include Psychiatric Aides and Home Health Aides.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 5.00 - 6.50	\$ 6.00
Experienced/New to Firm:	\$ 6.00 - 7.50	\$ 6.50
3 + Yrs Experience with Firm:	\$ 6.50 - 8.50	\$ 7.50

Most employers report 40 hour work weeks, and some employers report 20 hour work weeks.

		F/T	P/T
B	Medical Insurance	100%	25%
E	Dental Insurance	90%	25%
N	Vision Insurance	60%	15%
E	Life Insurance	5%	0%
F	Paid Sick Leave	65%	25%
I	Paid Vacation	100%	25%
T	Retirement Plan	60%	15%
S	Child Care	0%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

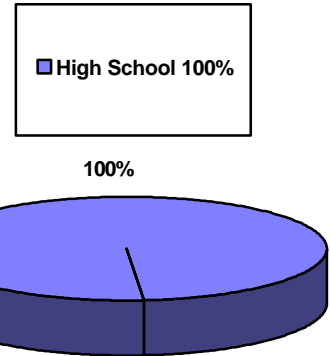
Size: Very Large (2120-2680)  
Growth Rating: Average (0.92)  
Job Openings: 1190

### SUPPLY/DEMAND ASSESSMENTS

Most employers report it is somewhat difficult finding experienced applicants who meet their hiring qualifications, and is somewhat difficult finding inexperienced applicants. Most employers report that during the past year, employment in the occupation remained stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING



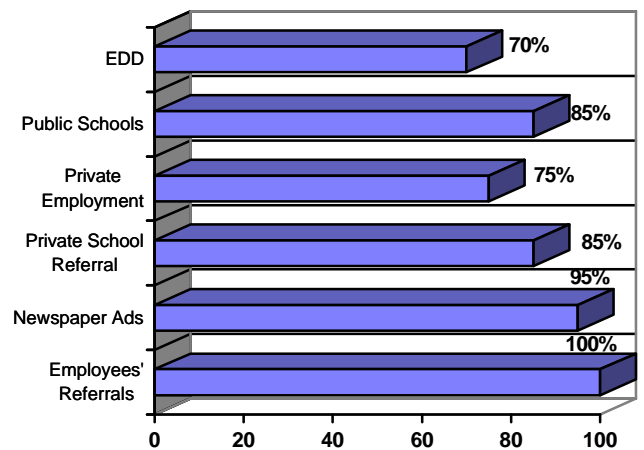
### EXPERIENCE & OTHER REQUIREMENTS

Most employers sometimes require 6-11 months of prior experience in the occupation, and sometimes will accept training as a substitute for work experience.

### GENERAL SKILLS

Ability to provide personal services to patients, ability to apply transferring techniques moving patients, ability to take vital signs, possession of a Nurse Aides Certificate, knowledge of emergency procedures, ability to read labels and instructions, ability to prepare deceased patients.

## RECRUITMENT



# PLUMBERS, PIPEFITTERS, AND STEAMFITTERS

OES CODE: 875020

20 FIRMS RESPONDING

DOT: 862.281-010 TITLE: COPPERSMITH  
DOT: 862.281-014 TITLE: COPPERSMITH APPRENTICE

DOT: 862.361-014 TITLE: GAS-MAIN FITTER  
DOT: 862.381-014 TITLE: INDUSTRIAL GAS FITTER

## DESCRIPTION

Plumbers, Pipefitters, and Steamfitters assemble, install, alter and repair pipe systems (metal, plastic, ceramic, composition, etc.) that carry water, steam, air, or other liquids or gases. Please do not include plumbers and pipefitters who primarily install and repair heating, air conditioning, and refrigeration systems.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 5.00 - 14.38	\$ 7.50
Experienced/New to Firm:	\$ 8.00 - 22.00	\$14.00
3 + Yrs Experience with Firm:	\$12.00 - 25.00	\$17.50

Most employers report 40 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	88%	0%
E	Dental Insurance	35%	0%
N	Vision Insurance	6%	0%
E	Life Insurance	35%	0%
F	Paid Sick Leave	12%	0%
I	Paid Vacation	59%	0%
T	Retirement Plan	12%	0%
S	Child Care	12%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

Size: Large (1150-1480)  
Growth Rating: Average (1.00)  
Job Openings: 590

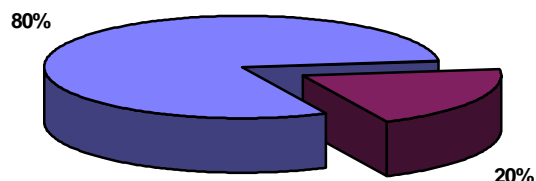
### SUPPLY/DEMAND ASSESSMENTS

Many employers report it is somewhat difficult finding experienced applicants who meet their hiring qualifications, and most employers report it is somewhat difficult finding inexperienced applicants. Most employers report that during the past year, employment in the occupation grew.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING

■ High School 80% ■ Less than High School 20%



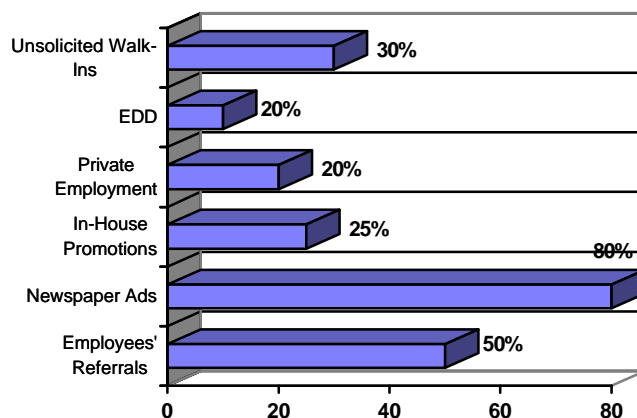
### EXPERIENCE & OTHER REQUIREMENTS

Many employers require 24-60 months of prior experience in the occupation, and most employers will sometimes accept training as a substitute for work experience.

### GENERAL SKILLS

Ability to read blueprints, ability to use hand tools, cost estimating skills, pipefitting skills, arc welding skills, gas welding skills, soldering skills, understanding of building codes, possession of a valid driver's license, apprenticeship program completion.

## RECRUITMENT



# RECEPTIONIST AND INFORMATION CLERKS

OES CODE: 553050

20 FIRMS RESPONDING

DOT: 237.367-010  
DOT: 203.362-014

TITLE: APPOINTMENT CLERK  
TITLE: CREDIT REPORTING CLERK

DOT: 237.367-018  
DOT: 238.367-034

TITLE: INFORMATION CLERK  
TITLE: SCHEDULER

## DESCRIPTION

Receptionists and Information Clerks answer inquiries and obtain information for the general public ( customers, visitors, and other interested parties) concerning activities conducted at an establishment, such as the location of offices or persons within the firm, departments within the store, or services within the hotel. They may perform a variety of other clerical duties. Please do not include Receptionists who primarily operate switchboards.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$ 4.25 - 11.00	\$ 7.50
Experienced/New to Firm:	\$ 4.50 - 12.00	\$ 8.75
3 + Yrs Experience with Firm:	\$ 6.00 - 14.00	\$10.00

Most employers report 40 hour work weeks, and some employers report 20-25 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	95%	0%
E	Dental Insurance	65%	0%
N	Vision Insurance	35%	0%
E	Life Insurance	30%	0%
F	Paid Sick Leave	55%	0%
I	Paid Vacation	75%	0%
T	Retirement Plan	20%	5%
S	Child Care	5%	5%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

Size: Very Large (2450-3180)  
Growth Rating: Average (1.04)  
Job Openings: 1400

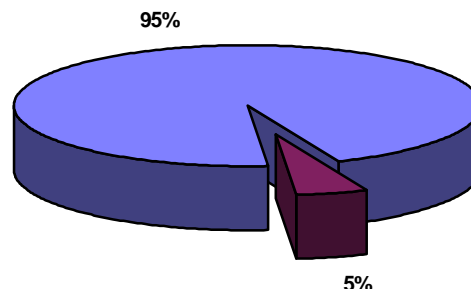
### SUPPLY/DEMAND ASSESSMENTS

Most employers report little difficulty finding experienced applicants who meet their hiring qualifications, and little difficulty finding inexperienced applicants. Most employers report that during the past year, employment in this occupation remained stable, while many employers report that employment in this occupation grew.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING

High School 95% College but no Degree 5%



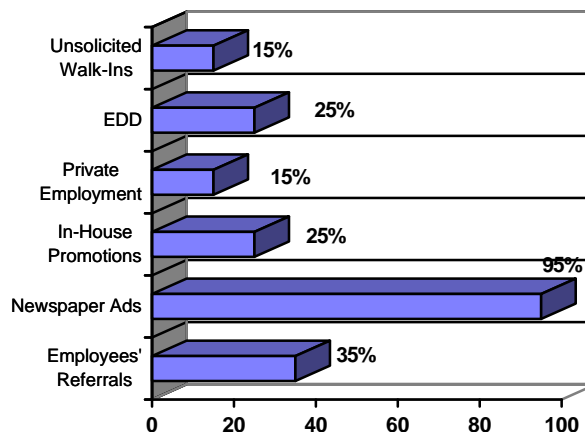
### EXPERIENCE & OTHER REQUIREMENTS

Many employers never require prior experience in the occupation, while some employers sometimes to usually require 6-24 months of prior experience in the occupation. Most employers sometimes will accept training as a substitute for work experience.

### GENERAL SKILLS

Alphabetic and numeric filing skills, bookkeeping skills, ability to operate a multi-line command phone center, ability to use word processing software, telephone answering skills.

## RECRUITMENT



# REGISTERED NURSES

OES CODE: 325020

20 FIRMS RESPONDING

DOT: 075.371-010  
DOT: 075.127-014

TITLE: NURSE ANESTHETIST  
TITLE: NURSE, CONSULTANT

DOT: 075.264-010  
DOT: 075.364-010

TITLE: NURSE PRACTITIONER  
TITLE: NURSE, GEN. DUTY

## DESCRIPTION

Registered Nurses administer nursing care to ill or injured persons. This group includes administrative, public health, industrial, private duty, and surgical nurses. Licensing or registration is required. Please do not include Nursing Instructors and Teachers.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$12.55 - 18.56	\$13.00
Experienced/New to Firm:	\$13.60 - 19.42	\$14.00
3 + Yrs Experience with Firm:	\$15.33 - 22.01	\$18.00

Most employers report 40 hour work weeks, and some report 16-25 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	100%	20%
E	Dental Insurance	65%	15%
N	Vision Insurance	45%	15%
E	Life Insurance	70%	20%
F	Paid Sick Leave	100%	20%
I	Paid Vacation	100%	20%
T	Retirement Plan	35%	15%
S	Child Care	0%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

Size: Very Large (3670-5080)  
Growth Rating: Faster Than Average (1.34)  
Job Openings: 2190

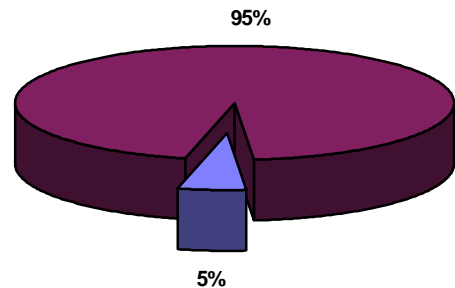
### SUPPLY/DEMAND ASSESSMENTS

Most employers report it is somewhat difficult finding experienced applicants who meet their hiring qualifications, but many report some difficulty finding inexperienced applicants. Most employers report that during the past year, employment in the occupation remained stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING

BA Degree 5% AA Degree 95%



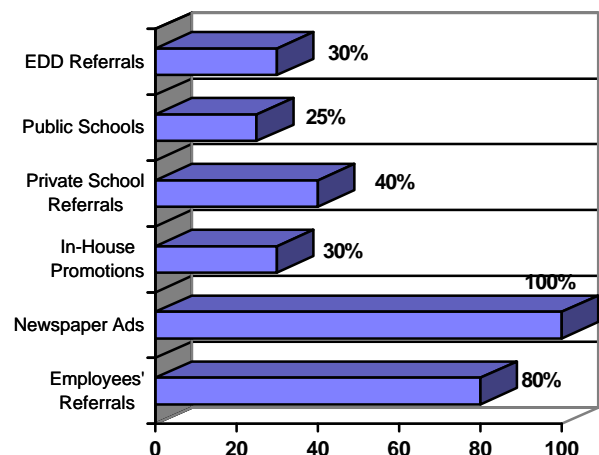
### EXPERIENCE & OTHER REQUIREMENTS

Many employers always to usually require 6-12 months of prior experience in the occupation. Most employers sometimes will accept training as a substitute for work experience.

### GENERAL SKILLS

Knowledge of medical terminology, record keeping skills, ability to write effectively, ability to provide personal services to patients, ability to administer injections, ability to take vital signs, understanding of asepsis, ability to assist with examinations, ability to applying transferring techniques moving patients, registered nurses license, computer skills.

## RECRUITMENT





# RESPIRATORY CARE PRACTITIONERS

OES CODE: 323020

9 FIRMS RESPONDING

DOT: 076.361-014

TITLE: RESPIRATORY THERAPIST

## DESCRIPTION

Respiratory Care Practitioners provide diagnostic and therapeutic respiratory care. They set up and operate various types of equipment to measure pulmonary function, and administer oxygen therapy, ventilatory therapy, and cardiopulmonary resuscitation. They observe, monitor, and record the patient's responses to treatments and maintain patient records.

## WAGES/BENEFITS

	Range	Median
Entry Level/No Experience:	\$10.50 - 13.33	\$12.92
Experienced/New to Firm:	\$12.00 - 17.10	\$14.00
3 + Yrs Experience with Firm:	\$13.00 - 18.50	\$15.80

Many employers report 40 hour work weeks, and some report 8-24 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	100%	78%
E	Dental Insurance	100%	78%
N	Vision Insurance	89%	67%
E	Life Insurance	89%	67%
F	Paid Sick Leave	78%	78%
I	Paid Vacation	78%	78%
T	Retirement Plan	100%	78%
S	Child Care	0%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

Size: Small (250-340)  
Growth Rating: Faster Than Average (1.26)  
Job Openings: 100

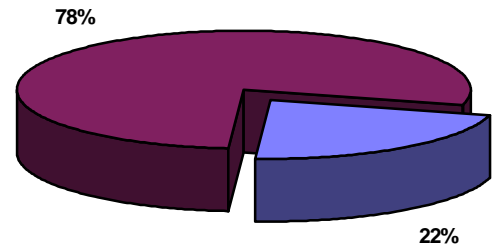
### SUPPLY/DEMAND ASSESSMENTS

Many employers report it is not difficult to somewhat difficult finding experienced applicants who meet their hiring qualifications, but most employers report no difficulty finding inexperienced applicants. Most employers report that during the past year, employment in this occupation remained stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING

College but not Degree 22% AA Degree 78%



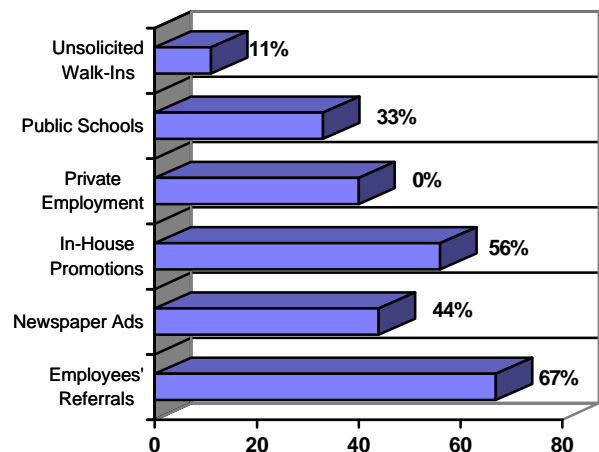
### EXPERIENCE & OTHER REQUIREMENTS

Some employers sometimes to usually to always require 6-12 months of prior experience in the occupation. Most employers will sometimes accept training as a substitute for work experience.

### GENERAL SKILLS

Ventilation experience ECMO, computer literate, ability to record condition of patients, ability to work under pressure, ability to read and follow instructions, Licensed Respiratory Care Practitioner, Registered Respiratory Therapist.

## RECRUITMENT





# TEACHERS - ELEMENTARY SCHOOL

OES CODE: 313050

20 FIRMS RESPONDING

DOT: 099.224-010

TITLE: INSTRUCTOR, PHY. ED.

DOT: 092.227-010

TITLE: TEACHER, ELEM. SCH.

## DESCRIPTION

Elementary School Teachers teach elementary (kindergarten through eighth grade) pupils in public or private schools basic academic, social, and other formative skills. Please do not include special education teachers who teach only handicapped pupils.

## WAGES/BENEFITS

### Union

	Range	Median
Entry Level/No Experience:	\$ 8.00 -16.48	\$12.62
Experienced/New to Firm:	\$ 10.00 -16.64	\$14.43
3 + Yrs Experience with Firm:	\$ 10.00 -18.49	\$17.34

### Non-Union

Entry Level/No Experience:	\$ 8.63 - 15.15	\$10.00
Experienced/New to Firm:	\$10.00 - 15.15	\$10.75
3 + Yrs Experience with Firm:	\$10.00 - 17.76	\$12.19

Most employers report 37-40 hour work weeks, and some report 20-34 hour weeks.

		F/T	P/T
B	Medical Insurance	95%	10%
E	Dental Insurance	95%	10%
N	Vision Insurance	90%	10%
E	Life Insurance	90%	5%
F	Paid Sick Leave	90%	5%
I	Paid Vacation	60%	5%
T	Retirement Plan	45%	5%
S	Child Care	5%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY OCCUPATIONAL FORECAST 1989-1996

Size: Very Large (5940-7850)  
Growth Rating: Faster Than Average (1.12)  
Job Openings: 3060

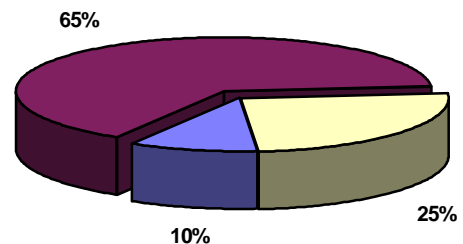
### SUPPLY/DEMAND ASSESSMENTS

Many employers report it is not difficult to somewhat difficult finding experienced applicants who meet their hiring qualifications, but little difficulty in finding inexperienced applicants. Most employers report that during the past year, employment in the occupation remained stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING

High School 10% BA Degree 65% MA Degree 25%



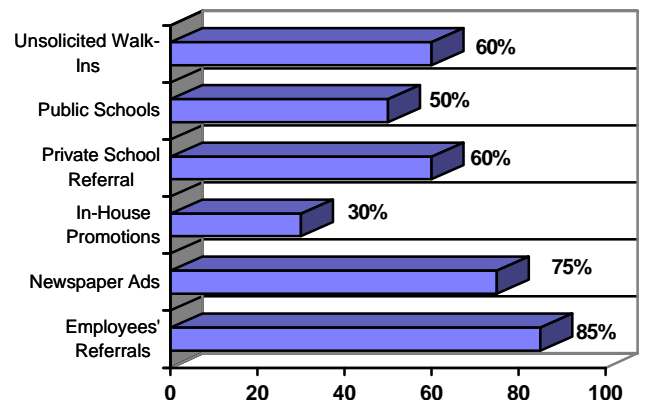
### EXPERIENCE & OTHER REQUIREMENTS

Most employers usually require 6-24 months of prior experience in the occupation. Many usually will accept training as a substitute for work experience.

### GENERAL SKILLS

Patience with children, State Teacher's credential, classroom management skills, possess clean police record, oral reading skills, knowledge of early childhood development, supervision skills, multi-cultural familiarity, ability to administer emergency first aid, knowledge of audiovisual teaching techniques, computer skills, word processing.

## RECRUITMENT



# WAITERS AND WAITRESSES

OES CODE: 650080

20 FIRMS RESPONDING

DOT: 350.677-010  
DOT: 350.677-026

TITLE: MESS ATTENDANT  
TITLE: STEWARD,WINE

DOT: 350.677-030  
DOT: 311.477-018

TITLE: WAITER/WAITRESSES  
TITLE: WAITER, BAR

## DESCRIPTION

Waiters and Waitresses serve food and/or beverages to patrons at tables. They usually take orders from patrons and make out the check. Their duties may include setting tables with linen and silverware and taking payment from patrons. They may serve customers at counters as well as at tables. Please do not include workers who only work at counters.

## WAGES/BENEFITS

### Wages

	Range	Median
Entry Level/No Experience:	\$ 4.25 - 6.50	\$ 4.25
Experienced/New to Firm:	\$ 4.25 - 8.63	\$ 4.25
3 + Yrs Experience with Firm:	\$ 4.25 - 9.78	\$ 4.25

### Tip/Commissions

Entry Level/No Experience:	\$ 4.32 - 5.75	\$ 5.00
Experienced/New to Firm:	\$ 5.00 - 8.00	\$ 5.75
3 + Yrs Experience with Firm:	\$ 5.75 - 10.00	\$ 5.75

### Combined Wages and Tip/Comm.

Entry Level/No Experience:	\$ 4.25 - 11.75	\$ 4.60
Experienced/New to Firm:	\$ 4.25 - 14.38	\$ 7.50
3 + Yrs Experience with Firm:	\$ 4.25 - 15.54	\$ 8.00

Many employers report both 40 hour work weeks and 15-30 hour work weeks.

		<u>F/T</u>	<u>P/T</u>
B	Medical Insurance	100%	11%
E	Dental Insurance	94%	17%
N	Vision Insurance	33%	6%
E	Life Insurance	50%	0%
F	Paid Sick Leave	50%	61%
I	Paid Vacation	83%	61%
T	Retirement Plan	56%	33%
S	Child Care	0%	0%

## EMPLOYMENT TRENDS

### RIVERSIDE COUNTY

### OCCUPATIONAL FORECAST 1989-1996

Size: Very Large (6700-8950)  
Growth Rating: Faster Than Average (1.17)  
Job Openings: 3150

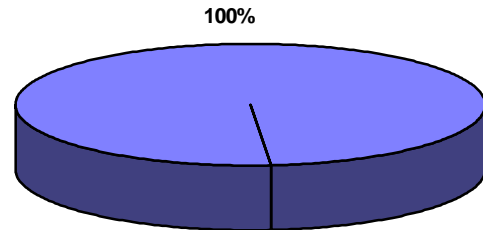
### SUPPLY/DEMAND ASSESSMENTS

Many employers report it is a little difficult to somewhat difficult finding experienced applicants who meet their hiring qualifications, but most find little difficulty finding inexperienced applicants. Most employers report that during the past year, employment in the occupation remained stable.

## EMPLOYER REQUIREMENTS

### EDUCATION & TRAINING

High School 100%



### EXPERIENCE & OTHER REQUIREMENTS

Most employers sometime require 6-36 months of prior experience in the occupation, and most sometimes will accept training as a substitute for work experience.

### GENERAL SKILLS

Cash handling skills, ability to operate a cash register, ability to stand continuously for 2 or more hours, ability to lift at least 30 lbs. repeatedly, good grooming skills, willingness to work with close supervision, ability to work independently, ability to work under pressure, customer service skills.

## RECRUITMENT

